# Arthritis Care Specialists of Maryland

# DR MELISSA HAWKINS-HOLT, MD, FACR, FAAP

To our patients: All co-pays and balances are due at the time of service. If your insurance requires a referral please makes sure you bring a copy with you.

Patient Registration:	•
Name:	Social Security #:
Street:	
City/State/Zip:	Home Phone:
Employer/School:	Work Phone:
Occupation:	
E-MAIL:	Pharmacy: Phone#
Party Responsible if Other Than Patient:	
Policy Holder:	Social Security #:
Address:	Date of Birth:
Employer:	
Primary Care Physician:	1
Name:	Address:
Phone:	Address con't:
Emergency Contact Person:	
Advance Directives: (Circle One) No Yes Please	provide copy if yes.
	ion For Assignment of Benefits dical Benefits to the above physician:
Signature:	Date:
	mounts not covered by my insurance for medical services y assign to the above physician all payments received by me, or have not been paid in full.
Signature:	Date:

Written Notice of Disclosure:

This notice is to inform all patients that this practice has a partial ownership and financial interest in a physician office lab and radiology service that is available to some patients. This clinical laboratory and radiology service may be used for testing if a valid need exists for the service. Any patient may choose to obtain these healthcare services from another health care entity.

# Arthritis Care Specialists of Maryland 6350 Stevens Forest Rd. Suite 101 Columbia MD 21046

Adult Rheumatology Pediatric Rheumatology Physical Medicine/Pain Management

#### Office Billing Policy

- 1. Payment is due at the time of service unless other arrangements have been made in advance.
- 2. For those patients who sign an Assignment of Benefit form and the insurance companies pay us directly, a co-payment will be required at the time of the office visit.
- 3. An interest of 1.5 % per month will be added to patients' balance 30 days after insurance payment is received, should there be no payment or arrangements for payment previously worked out with the office.
- 4. For those patients with outstanding balances, it is the patient's responsibility to contact the office and make payment arrangements that are mutually agreed upon. In the event full payment or payment arrangements are not made, after 90 days, accounts will be forwarded to a collection agency.
- 5. Missed appointments will be subject to a \$55.00 charge for new patients, and a \$25.00 charge for follow-up patients unless reasonable notice (24 hours) is given, or an appropriate explanation is obtained.
- 6. Any checks returned will be subject to a returned check fee.
- 7. If for any reason your services are sent to collections or litigation there will be an additional fee added to your bill. Patients sent to the collection agency may be subject to dismissal from the practice. Patients being dismissed will be given 30 days to acquire a new Rheumatologist.

Balances and co-payments may be made payable by cash, check, or credit card. The office will be happy to discuss any questions at the patient's request. We look forward to providing you with quality health care.

Patient Signature:	Date:

Revised September 2010

# Arthritis Care Specialists 6350 Stevens Forest Rd. Suite 101 Columbia MD 21046

### Adult Rheumatology Pediatric Rheumatology

#### **Notice of Privacy Practices**

At Arthritis Care Specialists we have always kept your health information confidential. The law requires us to continue maintaining your privacy, and to give you this notice and to follow the terms of this notice.

The law permits us to use or disclose your health information to those involved in your treatment. We may use your health information to obtain payment from your insurance company, and/or to report your progress to them. We may use or disclose your healthcare information for our normal healthcare operations.

We may share your healthcare information with our business associates, such as our billing service. We have a written contract with each business associate that requires them to protect your privacy.

We may call to remind you of your appointments, if you are not home, we may leave a message with this information on your answering machine. We may use your information to contact you.

If the practice is sold, your information will become the property of the new owner unless the practice notifies you otherwise.

Except as described above, this practice will not use or disclose your health information without your prior written authorization.

You have the right to transfer copies of your health information to another practice. We will mail your files for you, after written authorization is obtained from you.

You have the right to see and obtain copies of your healthcare information, after written authorization is obtained.

You have the right to request your health information be amended or changed. You must request amendments or changes in writing. You have the right to copies of your health information. Written authorization must be obtained before copies can be released. We may charge you a reasonable fee for this service.

You have a right to receive a copy of this notice. If this practice changes the details of this notice, you will be notified in writing.

Acknowledgement: I have received a copy of the Notice of Privacy Practices from Arthritis Care Specialists

Signed:	Print Name:	
Date:	If signing as a parent or guardian, please provide the patient name:	

# **Arthritis Care Specialists of Maryland**

Paul A. Gertler, M.D., F.A.C.R.

Stephen W. George, M.D., F.A.C.R., F.A.A.P.

Thomas J. Lang, M.D., PhD

Melissa Hawkins-Holt, M.D., F.A.C.R., F.A.A.P.

Cathy X. Gao, M.D.

# **Patient History Form**

jame,					Birth date:	MONTH DAY	
lame:		FIRST	MIDDLE INITIAL	MAIDEN		MONTH DAY	YEAR
ate of first ann	ointment: 1 MONTH DAY	/Time of app	ointment:	Birthp	lace:		
ato of thot dpp					_	- mr11171	
\ddress:				Age:Age: _		Sex: F[]M[]	
STR	EET					one: Home	
CI1,	r	STA	ATE ZIP		VVOIK	. 44., 4,, -,,	
MARITAL ST	ATUS: [] Never Mari	ied [] Married	[ ] Divorced	[] Separated	[] Widow	/ed	
Spouse/Signi	ficant Other: [] Ali	ve/Age[] De	ceased/Age Major Ilin	esses			_
EDUCATION	l (circle highest level atte	nded):					
Grade :	School 7 8 9	10 11 12 Co	ollege 1 2 3 4	G	raduate Schoo	ol	
(	Occupation			Number	of hour's work	ed/average per w	eek
Referre	ed here by: (check one)	[ ] Self	[] Family	[] Friend	[] Doctor	[] Other	Health Professional
	of person making referra						
	me of the physician prov						
	ı have an orthopedic surg						
	be briefly your present sy						
Descri	be briefly your present of	mptomo:			Please shade	all the locations o the body figures a	f your pain over the
				Example:	past week on t	inc body ligatos a	, io riando
iagnosis:	began (approximate): ent for this problem (inclictions; medications to be	ude physical therapy			LEFT		ALCOHOL TO THE STATE OF THE STA
lease list the n	ames of other practitione		this	LEFT	RIGHT		
	OLO (ADTUDITIO) LIST			paliant - A practice	l guide to salf rapo	rt questionnairas in din	ment - L1staning to the ical care, Arthritis Rheum.
RHEUMATOLC Yourself	GIC (ARTHRITIS) HISTO 	Relative	Yours	[999,42 (9):179780E	s, Usad by permissi	ion. Relative Name/Relat	
	rthritis (unknown type)	Name/Relationsh	IP	Lupus or "S	LE"	,	
	Osteoarthritis			Rheumatoid			
	Soul			AnkYlosing			• • • • • • • • • • • • • • • • • • • •
	Childhood arthrilis			Osleoporos	is		
Other arthritis c							
<sup>p</sup> atient's N	ame	Dat	e	Phy	/sician Ini	tials	

#### SYSTEMS REVIEW

As you review the following list, ple				
				Date of last chest x-ray //
Date of last Tuberculosis Test	_//	Date of last bone der	nsitometry	1 1
Constitutional		Gastrointestinal		Integumentary (skin and/or breast)
☐ Recent weight gain		☐ Nausea		☐ Easy bruising
amount		☐ Vomiting of blood or	coffee around	☐ Redness
☐ Recent weight loss		material	g	☐ Rash
amount		☐ Stomach pain relieve	d by food or mit	k 🖫 Hives
□ Fatigue		☐ Jaundice		☐ Sun sensitive (sun allergy)
☐ Weakness		Increasing constipation	on	☐ Tightness
☐ Fever		☐ Persistent diarrhea		☐ Nodules/bumps
		☐ Blood in stools		☐ Hair loss
Eyes		☐ Black stools		☐ Color changes of hands or feet in the
☐ Pain		☐ Heartburn		cold
☐ Redness		Genitourinary		Neurological System
Loss of vision		☐ Difficult urination		☐ Headaches
☐ Double or blurred vision		Pain or burning on ur	ination	☐ Dizziness
□ Dryness		☐ Blood in urine		☐ Fainting
☐ Feels like something in eye		☐ Cloudy, "smoky" uring	e	☐ Muscle spasm
Ultching eyes		☐ Pus in urine	•	☐ Loss of consciousness
Ears-Nose-Mouth-Throat		☐ Discharge from penis	s/vanina	☐ Sensitivity or pain of hands and/or fe
☐ Ringing in ears		☐ Getting up at night to		☐ Memory loss
☐ Loss of hearing		☐ Vaginal dryness	pass unite	☐ Night sweats
☐ Nosebleeds		☐ Rash/ulcers		Psychlatric
CI Loss of smell		☐ Sexual difficulties		☐ Excessive worries
☐ Dryness in nose				☐ Anxiety
☐ Runny nose		☐ Prostate trouble		☐ Easily losing temper
☐ Sore tongue		For Women Only:		☐ Depression
CI Bleeding gums		Age when periods bega		•
☐ Sores in mouth		Periods regular?   Yes		☐ Agitation
☐ Loss of taste		How many days apart?		
□ Dryness of mouth		Date of last period?		
☐ Frequent sore throats		Date of last pap?		Endocrine
☐ Hoarseness		Bleeding after menopat		
☐ Difficulty in swallowing		Number of pregnancies		
Cardiovascular		Number of miscarriages	s?	
☐ Pain in chest		Musculoskeletal		☐ Tender glands
☐ Irregular heart beat		Morning stiffness		☐ Anemia
☐ Sudden changes in heart beat		Lasting how long		☐ Bleeding tendency
☐ High blood pressure		Minule	s Hou	
☐ Heart murmurs		Joint pain	-	Allergic/immunologic
Respiratory		Muscle weakness		☐ Frequent sneezing
☐ Shortness of breath		Muscle tenderness		☐ Increased susceptibility to infection
☐ Difficulty in breathing at night		Joint swelling		
☐ Swollen legs or feet		List joints affected in	the last 6 mos.	
Cl Cough				
☐ Coughing of blood				
☐ Wheezing (asthma)				
e Anteestin festime)				
		D. f		Dhysician Initials
Patient's Name		Date	Palie	Physician Initials ant History Form © 1999 American College of Rheumato

#### MEDICATIONS

pe of reaction:		·					
TONG IT IN THE TONG					untivas aplaivas a	and other ounni	amonto oto i
RESENT MEDICATIONS (List any medications					L .		
Name of Drug	Dose (i strength &		you t	long have laken this	A Lot	se check: He Some	Not At A
	piils pe	er day)	me	dication			
1.						<u> </u>	
2.						<u> </u>	<u> </u>
3.					<u> </u>		
5.						0	
6.					1 5	<u> </u>	
7.					+ = = -		<del>                                     </del>
B.					1 - 5	0	
9.							<u> </u>
	time	ALot	Some	Not At All			
Jon Staroidal Anti-Inflammatory Drugs (NSAID)	s)	<del> </del>		-[			
Circle any you have taken in the past Ansaid (llurbiprofen) Arthrotec (diclofer Daypro (oxaprozin) Disalcid (salsalate	nac + misoprostil) e)       Dolobid (difluni	Aspirin (Incl	C) uding coale ne (piroxica	ed aspirin) im) Indoci	Celebrex (celecon (Indomethacin)	Lodine (e	il (sulindac) odolac)
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Circle any you have taken in the past Ansaid (flurbiprofen) Arthrotec (dictofer Daypro (oxaprozin) Disalcid (salsalate Meclomen (meclofenamate) Motrin/Ruf- Tolectin (tolmetin) Trilisate (choline material profession of the profes	nac + misoprostil) e) Dolobid (difluni en (ibuprofen) N agnesium trisalicylate	Aspirin (Inclessal) Felder (Inclessal) Felder (Inclessal) Felder (Inclessal) Vioxx (	uding coate ne (piroxica rofen) N rofecoxib)	d asplrin) and asplrin indoci laprosyn (nag Voltaren	n (Indomethacin) roxen) Oruval	Lodine (e	,

#### **PAST MEDICATIONS Continued**

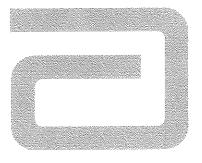
Osteoporosis Medications		.,		<b>P</b>
Estrogen (Premarin, etc.)	a	G.	a	
Alendronate (Fosamax)			a	
Etidronate (Didronel)	0	a	α.	
Raloxifene (Evista)		a	ū	
Fluoride		a	a	
Calcitonin injection or nasal (Miacatcin, Calcimar)		0	ū	
Risedronale (Actonel)	0	Q	0	
Other:	<u> </u>		Q	
Olher:	0	a		
Gout Medications		·		
Probenecid (Benemid)		a	0	
Colchicine	a	Q	<u> </u>	
Allopurinol (Zyloprim/Lopurin)	a	a		
Other:				
Other:	<u> </u>	<u> </u>		
Others		·	r	
Tamoxifen (Nolvadex)	۵	O O		
Tlludronate (Skelid)	Q		0	
Cortisone/Prednisone		Q	0	
Hyalgan/Synvisc injections			<u> </u>	
Herbal or Nutritional Supplements	0_		<u> </u>	
Please list supplements:  Have you participated in any clinical trials for new medical	tions? ☐ Yes ☐ N	O		
Please list supplements:  Have you participated in any clinical trials for new medical	tions? 🗆 Yes 🗀 N	0		
Please list supplements:  Have you participated in any clinical trials for new medical	tions? □ Yes □ N	0		
Please list supplements:  Have you participated in any clinical trials for new medica	tions? ☐ Yes ☐ N	0		
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Please list supplements:  Have you participated in any clinical trials for new medical if yes, list:	tions? 🗆 Yes 🗆 N	0		
Please list supplements:  Have you participated in any clinical trials for new medical if yes, list:	tions? ☐ Yes ☐ N			ysician Inilials

SOCIAL HIS	OCIAL HISTORY			PAST MEDICAL HISTORY				
Do you drink	caffeinated beve	erages?		Do you now or have yo	u ever had: (check il	"yes")		
=				☐ Cancer	☐ Heart problems	☐ Asthma		
, -		☐ Past – How long ago?		☐ Goiter	□ Leukemia	☐ Stroke		
•		☐ No Number per week		☐ Cataracts	☐ Diabeles	☐ Epilepsy		
•		cut down on your drinking?		□ Nervous breakdown	☐ Stomach ulcers	☐ Rheumatic fever		
☐ Yes ☐		,		☐ Bad headaches	Jaundice	☐ Colitis		
		s that are not medical?   Yes   No		☐ Kidney disease	☐ Pneumonia	O Psoriasís		
			•	☐ Anemia	C) HIVIAIDS	☐ High Blood Pressure		
				☐ Emphysema	☐ Glaucoma	☐ Tuberculosis		
Do you exer	cise regulariy? 🗆	l Yes ☐ No		Other significant illness	(please list)			
Туре								
Amount per	week			Natural or Alternative T over-the-counter prepa	herapies (chiropract	ic, magnets, massage,		
How many h	ours of sleep do	you get at night?		• •	1410113, 610.7			
Do you gel e	enough sleep at r	night? ☐ Yes ☐ No						
Do you wake	e up feeling reste	d? 🖸 Yes 🕽 No		<del></del>				
Previous O	perations							
Туре	·		Year	Reason				
2.								
_								
	10.00							
		o 🗆 Yes Describe:						
		No ☐ Yes Describe:						
7 lify Outer of	311000 mjonoo1 =							
FAMILY HIS	STORY:							
(11,11121 )	.,,,,,,	IF LIVING			IF DECEASED			
	Age	Health		Age at Death	Ca	use		
Father								
Mother								
	siblings	Number living Nur	nber de	ceased				
		Number living Num			t ages of each			
r leath or on	[nd/c//							
Do you know	w of any blood re	lative who has or had: (check and giv	e relatio	nship)				
Cancer_		☐ Heart disease		☐ Rheumatic fever	U Tube	erculosis		
☐ Leukemia	a	☐ High blood pressure		□ Epilepsy	Diab	etes		
☐ Stroke		Bleeding tendency		☐ Asthma	□ Goit	er		
		5 M 1 W		☐ Psoriasis				
		Po-to-		Dham	ician Initials			
Patient's Nan	ne	Date				in College of Rheumatology		

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#### **ACTIVITIES OF DAILY LIVING**

Do you have stairs to climb?   Yes   No I	If yes, how many?			
How many people in household?	Relationship and age of each			<del></del>
Who does most of the housework?	Who does most of the shopping?	Who does most of th	e yard work? _	
On the scale below, circle a number which be	est describes your situation; Most of the time	a, I function		
1 2	3	4	5	
VERY POORLY POORLY	OK	WELL	VER' WELI	
Because of health problems, do you have diff (Please check the appropriate response for e	iculty: ach question.)			
		Usually	Sometimes	No
Using your hands to grasp small objects? (but	ttons, toothbrush, pencil, etc.)			
Walking?			G.	a
Climbing stairs?		🗖		
Descending stairs?				
Sitting down?				
Getting up from chair?				C)
Touching your feet white seated?				
Reaching behind your back?				
Reaching behind your head?				
Dressing yourself?				
Going to sleep?				
Staying asleep due to pain?				
Obtaining restful sleep?				
Bathing?		🗖		
Eating?				
Working?			C)	
Getting along with family members?		Ω		
In your sexual relationship?				
Engaging in leisure time activities?				
With morning stiffness?		a		
Do you use a cane, crutches, as walker or a	wheelchair? (circle one)	<b>a</b>		
What is the hardest thing for you to do?				
Are you receiving disability?		Yes 🗖	No □	
Are you applying for disability?		Yes 🔾	No 🚨	
Do you have a medically related lawsuit pend	ding?	Yes 🔾	No 🖵	
•				
e de la companya de l				
Patient's Name	DatePati	Physician Initials ent History Form © 1999 Ameri	_ can College of R	heumatology



# Health Assessment Questionnaire-Disability Index stanford university school of medicine, division of immunology and rheumatology

The following questions are designed to help us assess how your illness affects your Please mark "x" in the response that best describes your usual abilities OVER THE PAST WEEK:	r ability t	o functio	on in daily	life.	
describes your usual abilities OVER THE PAST WEEK:					
Ti de la companya de					This column for physician
	Without IY difficulty O		With MUCH difficulty 2	Unable to do 3	use only Highest score
Are you able to: - Dress yourself, including tying shoelaces and doing buttons?					
Shampoo your hair?					
Arising  Are you able to: —Stand up from a straight chair?					
—Get in and out of bed?					
Eating Are you able to: —Cut your meat?					
—Lift a full cup or glass to your mouth?					
-Open a new milk carton?					As answer of the respect to the control of the cont
Walking Are you able to: —Walk outdoors on flat ground?					
Climb up five steps?					- Control of the Cont
Please mark "x" in any AIDS or DEVICES that you usually use for any of thes	se activ	ities:			
Cane Wheelchair Built-up or special utensils		Othe	r (Specify):	:	
Walker Devices used for dressing (button hook, zipper pull, long shoehorn, etc)  Devices used for dressing (button hook, zipper pull, long shoehorn, etc)					SUBTOTAL Bring to top of next page
Please mark "x" in any categories for which you usually need HELP FROM A	ANOTHI	ER PER	SON:		
Dressing and grooming Arising Eating		Walki	ng <b>Co</b>	ntinued o	n other side ▶



					This column for physician use only
Please mark "x" in the response that best describes your usual abilities		With SOME W		Unable to do	SUBTOTAL From bottom of page 1
Hygiene	0	1	2	3	HIGHEST
Are you able to:Wash and dry your body?					SCORE
Take a tub bath?					
-Get on and off the toilet?					Temperature and the second
Reach  Are you able to: —Reach and get down a 5-pound object (such as a bag of sugar) from just above your head?  —Bend down and pick up clothing from the floor?					
Grip					
Are you able to: —Open car doors?					
-Open jars which have been previously opened?					
—Turn faucets on and off?					
Activities					
Are you able to: -Run errands and shop?					
Get in and out of a car?					
-Do chores such as vacuuming or yard work?					
Please mark "x" in any AIDS or DEVICES that you usually use for any of	these activ			po m 100-210 1 210 1 00 00 00 100 100 100 100 100	
Raised toilet seat Bathtub bar		Othe	r (Specify	<b>/)</b> :	
Bathtub seat Long-handled appliances f	for reach				Total ÷
Jar opener (for jars previously opened) Long-handled appliances i	in bathroom	n			
Please mark "x" in any categories for which you usually need HELP FRO	M ANOTH	ER PERSO	N:		Number of answered
Hygiene Reach Gripping and opening thing	gs	Erra	ands and	chores	groups =
We are also interested in learning whether or not you are affected by pain because	······································	liness.	,	g and a second of the second o	Total HAQ Disability Score
How much pain have you had because of your illness IN THE PAST WEEL	K:				
NO PAIN		SEVER	E PAIN		
0	Antonio Aleito Antonio Della D	omaticitiscos villis XXV	100		Total Pain Score

PLACE A VERTICAL (I) MARK ON THE LINE TO INDICATE THE SEVERITY OF THE PAIN.



## DIRECTIONS TO 6350 STEVENS FOREST RD., SUITE 101

From I 95, take exit for Route 32 West. In 2.5 miles, take exit for Route 29 North. Take exit for Broken land Parkway East and make first right turn onto Stevens Forest Road. We are in the large brick medical building on the right side, just past the gas station.

From West Baltimore, take 695 to I 70 West. Take exit for Route 29 South. In about 6 miles, take exit for Broken Land Parkway and stay to the right to go east. Make right at the first traffic light onto Stevens Forest Rd. We are in the large brick medical building on the right side, just past the gas station.

From Clarksville, Sykesville, Eldersburg or Westminister, take Route 32 South (past Clarksville) to Route 29 North. Take exit for Broken Land Parkway East. Turn right at the first light onto Stevens Forest Rd. We are in the large brick medical building on the right side, just past the gas station.

From Frederick, Take I 70 East to Route 32 South. Take exit for Route 29 North. Take exit for Broken Land Parkway East. Turn right at the first light onto Stevens Forest Rd. We are in the large brick medical building on the right side, just past the gas station.

From Silver Spring, take Route 29 north. Take exit for Broken Land Parkway East. Turn right at the first light onto Stevens Forest Rd. We are in the large brick medical building on the right side, just past the gas station.

From Bay Bridge or Annapolis, take Route 50 West to 97 North to Route 32 West to Route 29 North. Take exit for Broken Land Parkway East. Turn right at the first light onto Stevens Forest Rd. We are in the large brick medical building on the right side, just past the gas station.